



Patka Christian College (Autonomous)

Chümoukedima-Seithekema, B.P.O. Patkai- 797103, Chümoukedima, Nagaland, India

Affiliated to Nagaland University
Recognised by UGC under 2F & 12B of the UGC Act 1956 in 1988

NAAC Accreditation: Grade A (Third Cycle)
"A College with Potential for Excellence" // A Post-Graduate College

Dr. Sanjeeb K. Dey Baidya
Controller of Examinations

Reference No:

Date: 07.10.2022

APPLICATION FOR REPEAT END-SEMESTER EXAMINATIONS, NOVEMBER-DECEMBER 2022 UNDERGRADUATE AND POSTGRADUATE

Those who wish to write **Repeat End-Semester Examinations** for the first, third and fifth semesters in **November-December 2022** may please take note of the following and apply accordingly:

1. Currently enrolled students in the academic session 2022-2023.

- Those students enrolled in the current academic session 2022-2023 have to apply on the ERP. Log in to your ERP (mastersoft) account and apply online. After having applied online, you may make online payment or make offline payment at the college cash counter.
- For improvement examination, apply offline in the prescribed form. Application form is available in the General Section. Application fee must be paid offline at the college cash counter.

2. Backlog repeaters from passed-out batch.

Backlog repeaters from the passed-out batch (2017-2019 batches) have to apply offline in the prescribed form. Application form is available in the General Section. Application fee must be paid offline at the college cash counter.

3. Application Fee

Repeat end-semester examination application fee is Rs 200 (two hundred) per course.

4. Application Timeline

Application timeline is **7 to 13 October 2022.**

No application will be accepted after the expiry of the application deadline.

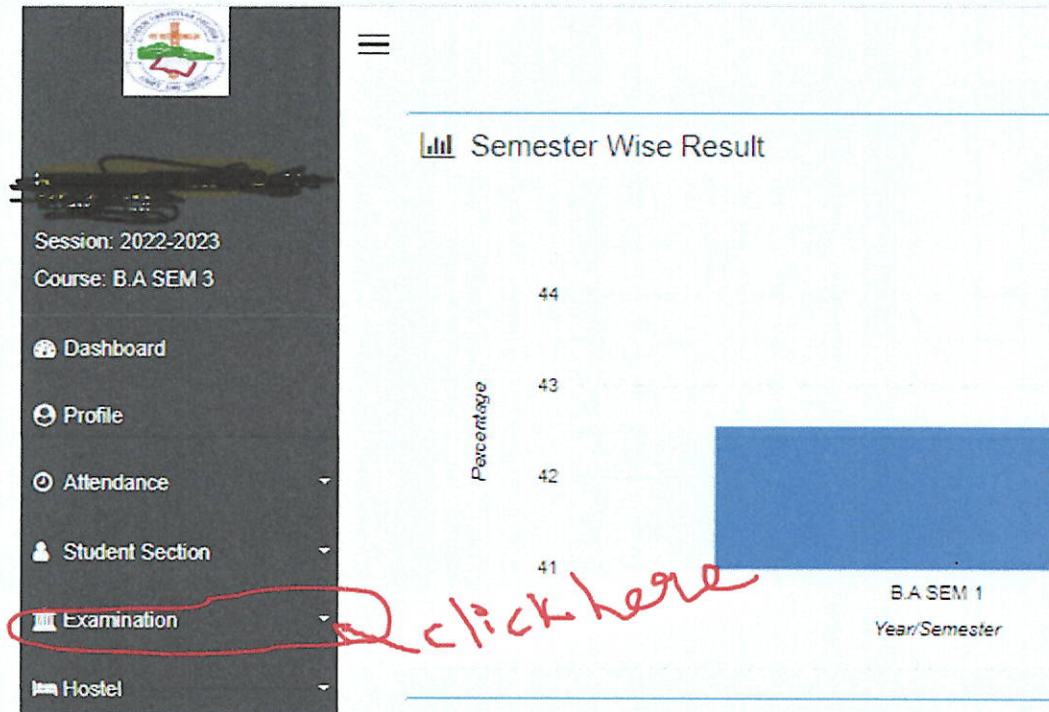
(Dr. Sanjeeb K. Dey Baidya)
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HOW TO SUBMIT ONLINE APPLICATION

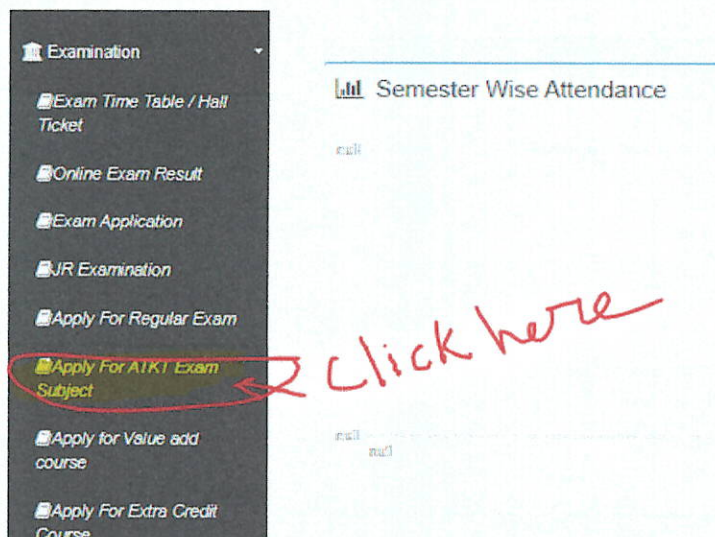
FOR REPEAT END-SEMESTER EXAMINATIONS.

STEP 1: Login to your ERP account.

STEP 2: Click on **Examination**.



STEP 3: Select > **Apply for ATKT Exam Subject**



STEP 4: From **Course**, Choose the semester you want to apply and select the **Exam Session: Nov. – Dec. 2022(Rpt)**.

STEP 5: Basing on the selection in STEP 4, backlog course will appear on the screen as shown below. Tick the courses you want to apply and Click on **Calculate Amount**.

STEP 6: Click on **Apply for Subject**

STEP 7: For online payment, Click on **Pay Now**

Or After **STEP 6**, you may pay the repeat exam fee offline at the fee counter in accounts section.

The screenshot shows the 'ATKT Student Subject Fee' application form. The 'Course' dropdown is set to 'B A SEM 1' and the 'Exam Session' dropdown is set to 'NOV-DEC 2022(RPT)'. The 'Subject List' table contains one entry: 'UNDERSTANDING POLITICAL THEORY' (TH 30/70, EXTERNAL). The 'Applied Subject History List' is empty. Handwritten red annotations include: '1' next to the Course dropdown, '2' next to the Exam Session dropdown, '3' with a checkmark next to the checkbox for the subject, '4' pointing to the 'Calculate Amount' button, '5' pointing to the 'Apply for Subject' button, and '6' pointing to the 'Pay Now' button. A large red arrow points from the 'Pay Now' button to the text: 'online payment OR May pay offline in accounts section'. Another red arrow points from the text 'select the semester' to the Exam Session dropdown.

ATKT Student Subject Fee

Course * B A SEM 1 Exam Session * NOV-DEC 2022(RPT)

Calculate Amount Apply for Subject Pay Now Cancel

Subject List

	SUBJECT NAME	SUBJECT TYPE	SUBJECT PATTERN
<input checked="" type="checkbox"/>	UNDERSTANDING POLITICAL THEORY	TH 30/70	EXTERNAL

Applied Subject History List

SUBJECT NAME	SUBJECT TYPE	SUBJECT PATTERN	At D
No records available!			

1

2

3 ✓

4

5

6 online payment OR
May pay offline in
accounts section

select the semester